HAMMOND PUBLIC LIBRARY
MINUTES OF THE REGULAR MEETING
HELD ON AUGUST 21ST, 2025
HARRIET M. SCHLESINGER BOARD ROOM AND VIRTUAL

PRESIDING: Tom L. Novak – President

BOARD MEMBERS PRESENT:
Tom L. Novak — In person
Maxine Simmons — In person
Caryn Janiga — In person
Albertine Dent — In person
Karimar Weekes — In person
Luis Gonzales – In person
Carlotta Blake-King - In person

BOARD MEMBERS ABSENT:
NONE

OTHER PERSONS PRESENT:
Cornell White, Executive Director — In person

I.CALL TO ORDER

President Novak called the meeting to order at 1:00 p.m.

II. PLEDGE OF ALLEGIANCE

The Board and those present recited the Pledge of Allegiance.

NOTICE OF THE MEETING

The Secretary, Albertine Dent, certified:

THAT notice of the meeting was given on August 18th, 2025, and the agenda was posted the Library Entrances and outside the Harriet M. Schlesinger Board Room from August 19th-20th, 2025.

PUBLIC EXPRESSION

Trustee Janiga made the Motion:

THAT the floor is open for public expression.

Seconded by trustee Blake-King
Action: Unanimously carried.

No one in attendance wished to speak.

Trustee Blake-King made the motion:

THAT public expression is closed.

Seconded by Trustee Dent:
Action: Unanimously carried.

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1. APPROVAL OF MINUTES

Mr. White recommended THAT the Board of Trustees approve July 17th, 2025, Executive Session and Regular Board Meeting minutes as presented.

Trustee Dent made the motion:

THAT the Board of Trustees approves the July 17th, 2025 minutes.

Seconded by: Trustee Blake-King
Action: Unanimously carried.

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2. FINANCIAL MATTERS

Approval of Claims/Vouchers

Mr. White recommended that the Board of Trustees approve claims #393 through #508.

Trustee Janiga made the motion:

THAT the Board of Trustees approve claims #393–#508.

Seconded by: Trustee Dent
Action: Unanimously carried.

Financial Reports

Mr. White presented the following financial reports for review:

1. **Appropriation Report**
2. **Disbursement Report by Fund**
3. **Financial Report**
4. **Bank Balances**
5. **Rainy-Day Fund**

The Board reviewed appropriation and fund reports.

Advance on Taxes

Mr. White recommended seeking an advance on taxes to be collected.

Trustee Dent made the motion:

THAT the Board of Trustees approves seeking an advance on taxes to be collected.

Seconded by: Trustee Simmons

Action: Unanimously carried.

DISCUSSION ITEMS

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1) 2026 Budget Calendar

The Board reviewed the budget timetable and confirmed the following:

• **Public Hearing**: Thursday, **September 18,** 2025, 12:00 p.m. (noon)

• **Adoption Meeting**: Thursday, **October 16**, 2025 (in-person attendance required)

Staff will ensure all calendar invitations and legal notices reflect the correct noon time.

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2) Library-Owned Parcels - 5247 Sohl Avenue (Northeast Corner of Sohl & State)

Mr. White summarized the status of the two library-owned corner parcels (approx. 0.2018 acres, partially paved):

• Appraisals reviewed: **Vail Appraisal — $9,000; Martinez/Star Mountain Associates — $14,000.**

• Counsel to complete **title search;** staff noted current assessed value (approx. $7,200) for statutory thresholds.

• Sale to proceed via **public Request for Proposals** with required legal notice; staff to confirm minimum acceptable bid parameters with counsel (e.g., statutory 90% of appraised value rule).

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3) Board Polices – First Reading

The Board conducted the first reading of proposed policy updates (primarily semantic/title updates and terminology clarifications, including social-media language). Policies presented included, but were not limited to: BP 3100, BP 3155, BP 4131, BP 4150, BP 8002, BP 9000, and BP 1005.

Ms. Janiga then made the motion:

THAT the Board acknowledges the first reading of the above-listed policies (and others as presented), with second reading and consideration for adoption at the next meeting.

Seconded by: Mr. Novak
Action: Unanimously carried.

ACTION ITEMS

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1) **Resolution Authorizing Sale of Library-owned Real Property (5247 Sohl Ave)**

   Mr. White requested adoption of the resolution authorizing the sale of the library-owned parcels at 5247 Sohl Avenue via public RFP, subject to completion of title work and legal notice.

   Ms. Blake-King then made the motion:

   THAT the Board adopts the "Resolution Authorizing the Sale of Library-Owned Real Property (5247 Sohl Ave.)" as presented.

   Seconded by: Trustee Dent
   Action: Unanimously carried.

PUBLIC EXPRESSION (Second Opportunity)

President Novak made the motion:
THAT the floor is open for public expression.
Seconded by: Trustee Janiga

No public comments were made at this time.

The following announcements were shared by Board Members:
• September 20, 2025, at 3:00 p.m. - Program in the library building (flyer to be circulated).
• Hammond Historical Society invites the public to a meeting on Saturday, September 6, 2025, at 10:00 a.m. featuring the Midwest Underground Railroad project/network; staff will assist with publicity (e.g., website).
• School City of Hammond seeks volunteers to support school operations in light of updated state attendance and IEP requirements (standard background check and orientation required).

President Novak made the motion:
THAT public expression is closed.
Seconded by: Trustee Janiga
Action: Unanimously carried.

CALENDAR

Next Executive Session: Thursday, September 18th, 2025, 12:00 p.m.

Regular Board Meeting: Immediately following, in the Harriet M. Schlesinger Board Room.

Budget Adoption: Thursday, October 16, 2025 (in-person).

ADJOURNMENT

Trustee Janiga made the motion:

THAT the meeting adjourn.

Seconded by: Trustee Dent
Action: Unanimously carried.
The meeting adjourned at 1:38 p.m.

President: Thomas L. Noonan

Secretary: Albertina Dent